

JUN 1976

MEMORANDUM FOR: Director of Communications  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training  
Director of Joint Computer Support

FROM : John F. Blake  
Deputy Director for Administration

SUBJECT : Fighting Inflation and Reducing Daily  
Operating Costs

REFERENCES : (A) Memorandum dated 28 February 1975  
to DD's and Heads of Independent  
Offices from DCI, same subject

(B) Memorandum dated 9 December 1975  
to DD/A Office Directors from DD/A,  
same subject

1. The FY 1976 Year-end Report on fighting inflation and reducing daily operating costs will be due in the Director's office in August. Your report for FY 1976, including the data submitted for the January report, should be received by the DD/A Plans Staff by 23 July 1976.

2. As you did for the January report, please describe and quantify savings in the following categories:

Group I: Savings to date for the current fiscal year (final report for FY 1976).

Group II: Savings you expect to make on an annual basis in future fiscal years.

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*Negative Report*  
*6 July 76 --*

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